

Lansing, Michigan May 1, 2001

A regular meeting of the State Administrative Board was held in the State Capitol, Senate Appropriations Room, 3rd Floor, on Tuesday, May 1, 2001, at 11:00 a.m.

Present: Brian DeBano, Director of State Government Affairs, representing
 John Engler, Governor, Chairperson
 David Hildenbrand, Deputy Chief of Staff, representing Dick
 Posthumus, Lt. Governor
 Theodore Hughes, Assistant Attorney General for Law, representing
 Jennifer M. Granholm, Attorney General
 Julie Croll, Deputy State Treasurer, representing Douglas B. Roberts,
 State Treasurer
 Joseph Pavona, Bureau of Administrative Services Director,
 representing Candice Miller, Secretary of State
 Carol Wolenberg, Deputy Superintendent, representing Thomas D.
 Watkins, Superintendent of Public Instruction

Arlene Oisten, Secretary

Absent: None

Others Present:

Barbara Brown, Ronald Farnum, Alan Lambert, Attorney General's Office; Wes Van Malsen, Department of Career Development; Sherry Bond, James Burris, of the Department of Management and Budget; Phil Brooks, of the Department of Transportation; Joe Fielick, Valerie Khoury, Department of Treasury; Jon Smalley of MHSA

1. CALL TO ORDER:

The meeting was called to order by Mr. DeBano. Reverend William Renfrew of St. Paul's Episcopal Church in Lansing gave the invocation. Mr. DeBano led the Pledge of Allegiance to the Flag.

2. READING OF MINUTES OF PRECEDING MEETING AND APPROVAL THEREOF:

Mr. Hughes moved that the minutes of the State Administrative Board for the regular meeting of April 17, 2001 be approved as distributed. Ms. Wolenberg supported the motion, and it was unanimously adopted.

3. HEARING OF CITIZENS ON MATTERS FALLING UNDER JURISDICTION OF THE BOARD

None

4. COMMUNICATIONS:

None

5. UNFINISHED BUSINESS:

None

6. NEW BUSINESS:

Certified Retention and Disposal Schedule

Charter Township of Plymouth, Police Department, 4/16/01
Charter Township of Shelby, Police Department, Records Bureau, 4/16/01
Kent County, Health Department, 7/27/00
Kent County, Information Technology, 1/18/01
Kent County, Treasurer, 1/18/01
Kent County, County Clerk, 1/26/01
Kent County, Register of Deeds, 1/26/01
Central Michigan District Health Department, Multi-County Health Department, Health Department, 3/1/01

Retention and Disposal Schedules:

Family Independence Agency, Office of Financial Assistance Programs,
2/26/01

Ms. Wolenberg moved that the Certified Retention and Disposal Schedules and the Retention and Disposal Schedules be approved by the Board. Mr. Hughes supported the motion and it was unanimously approved.

7. REPORTS AND RECOMMENDATIONS OF COMMITTEES:
 (Please see the following pages)

Ms. Croll presented the Finance and Claims Committee Report covering the regular meeting held April 24, 2001. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Finance and Claims Committee Report of April 24, 2001 be approved and adopted, noting that item 14 (1) was withdrawn. The motion was supported by Mr. Hughes and unanimously approved.

Ms. Croll presented the Building Committee Report covering the regular meeting held April 25, 2001. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Building Committee Report of April 25, 2001 be approved and adopted. The motion was supported by Mr. Hildenbrand and unanimously approved.

Mr. Pavona presented the Transportation and Natural Resources Committee Reports for the regular meeting of April 25, 2001 and the special meeting of May 1, 2001. After review of the forgoing Transportation and Natural Resources Committee Reports, Mr. Pavona moved that the Transportation and Natural Resources Committee Reports covering the regular meeting held April 25, 2001 and the special meeting held May 1, 2001 be approved and adopted, noting the withdrawal of items on both reports. The motion was supported by Ms. Wolenberg and was unanimously approved.

8. MOTIONS AND RESOLUTIONS:

None

9. ADJOURNMENT:

Mr. Hughes moved the meeting be adjourned. The motion was supported by Mr. Hildenbrand and unanimously approved. Mr. DeBano adjourned the meeting.

SECRETARY

CHAIRPERSON